

MCPC

MONONGALIA COUNTY
PLANNING COMMISSION

243 High Street, Room 110
Morgantown, WV 26505
Phone 304.291.9572
Fax 304.291.9573
www.moncpc.org



Annual Report to the County Commission

2017 - 2018

Planning Commissioners:

Kyle Haugh, President

Ed Hawkins, County Commissioner

Bader Giggerbach

Allen Colebank

Vince Pulkowski

Joe Panico

Barlon Loar

Michael Mills

Nancy Jamison

Rick Colebank

Mathew Ridgway EIT

Director of Planning:

Richard L. Wood, AICP

County Planner:

Patricia Booth, AICP

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April 11, 2018

Monongalia County Commission
243 High Street
Morgantown, WV 26505

RE: Monongalia County Planning Commission
Annual Report

Dear Commissioners:

On behalf of the Monongalia County Planning Commission, I am pleased to submit to you the enclosed Annual Report for this year. The actions undertaken by both Commissions over the last year have greatly enhanced the County's position in land use planning, as will be further highlighted in the report.

This year has seen action to make dramatic improvements to the County's GIS capabilities, and positive movement on the land use planning efforts. Both the Planning Commission and the County Commission are moving forward with an exciting vision for planning in Monongalia County.

The Planning Commission is looking forward to the challenges as well as the successes which these new endeavors will provide, as well as a promising future.

If you have any questions or concerns, please contact me. Thank you.

Sincerely,

Kyle Haugh
President MCPC

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I. ANNUAL REPORT TO THE COUNTY COMMISSION

West Virginia State Code § 8A-2-11 (9) provides that the Planning Commission has a duty to:

"Make an annual report to the appropriate governing body concerning the operation of the planning commission and the status of planning within its jurisdiction;"

The By-Laws of the Monongalia County Planning Commission Article III, Section 6 states:

"The Planning Commission shall make an annual report to the County Commission concerning the operation of the Planning Commission and the status of planning within its jurisdiction."

This report is intended to fulfill these statutory obligations.

II. INTRODUCTION

Monongalia County Planning Commission
Monongalia County Courthouse
243 High Street, Room 110
Morgantown, West Virginia 26505
304 291-9570



The County Planning Office is now located on the first floor of the Monongalia County Courthouse. The County Planning Office is co-located with the Morgantown / Monongalia Metropolitan Planning Organization and the County Commission's Floodplain Administrator/GIS Analyst. As the work plans for the agencies expand with the adoption of additional land use and transportation policies, this location will serve as a one-stop-shop for regional land use planning, transportation planning, and GIS programs and services.

Residents and interested visitors can access a great deal of general county and specific planning-related information on the World Wide Web at the Planning Commission's website www.moncpc.org. Through the internet, citizens can access the Planning Commission's vision and goals, planning related ordinances and application forms; maps; and planning education materials and links.



The **Vision** of the Planning Office is to build a public planning organization that puts customer service first; that is a model for management excellence; and that works, through motivated professionals, toward shaping high quality communities in Monongalia County for residents, business and visitors.

The **Mission** of the Planning Office is to enhance the quality of life and the design of communities, foster innovative planning, and promote sustainable development. This will be accomplished through exercising commitment to public service, fairness, and trust while maintaining respect for individual property rights.

The **Purpose** of the Planning Office is to provide advice and technical expertise to assist Elected Officials, Planning Commissioners, public agencies, and citizens in understanding and dealing with key community issues and priorities and making well-informed and collaborative decisions. The Office continues to focus efforts on a long-term commitment to economic vitality, development design quality, and preservation of natural landscapes. The Office sustains this purpose by pursuing standards of excellence built on partnerships and integrity to achieve more sustainable and diverse communities for today's residents and future generations.

The Planning Office is responsible for:

- **Current Planning** – Administration of land use related ordinances, i.e., floodplain management; wireless communication facilities; and, zoning regulations within the Planning Districts.
- **Community Services** – Providing land use planning advice and technical expertise to residents, community interest groups, public agencies and elected officials who are working to achieve sound land use management and sustainable growth.
- **Advanced Planning** – Conducting comprehensive planning and undertaking special planning projects, i.e., neighborhood plans and redevelopment plans.

III. **FY 2017-2018 Progress**

The Comprehensive Plan for the Four Planning Districts in Monongalia County was formally adopted by the Monongalia County Commission on February 6, 2013. The development of a Comprehensive Plan is the process that a community goes through to describe how it should look and function in the future. Through the development of the plan, the consultants, the Planning Commission and the citizens looked at different possibilities for development and conservation, industry and housing, transportation and utilities, and many other components to see what the community's preferences might be. Within the planning districts, four specific growth areas were identified, Pierpont Growth Area, Canyon Growth Area, Lake Lynn Growth Area, and West Run. The Comprehensive Plan will help guide future development in the Planning Districts and be the basis for any new land use tools. The Planning Commission continues to rely on the Comprehensive Plan in the implementation of its existing land use regulations and the development of future land use regulations. (A copy of the Comprehensive Plan may be found on our website.)

Significant progress has also been made on implementing the West Run Planning District Zoning Ordinance. The Planning Commission is functioning as a "true" Planning Commission. The West Run Planning District Board of Zoning Appeals has heard a number of cases. The fact that there is a zoning ordinance in place has become increasingly aware, and accepted, by the business owners, residents, developers and contractors. Efforts at completing work on improvements to Zoning Ordinance are ongoing.

The Planning Office has also been working with Michael Paugh, County Floodplain Administrator/GIS Analyst, and has implemented significantly upgrades to the Office's GIS capability. Further, through the planning staff's participation with the Monongalia Geospatial Committee, additional uses and benefits of the County's GIS system are being developed.

The Planning Office continues to implement provisions of the Monongalia County Tower Ordinance. It should be noted that the ordinance appears to be working in promoting co-locations over new tower construction, over the past year.

The Planning Office has continued to coordinate activities with the County Commission's Floodplain Administrator/GIS Analyst, and the Morgantown / Monongalia Metropolitan Planning Organization; and respond to inquiries and information requests by developers and the citizenry. Planning staff is an active partner with the MPO in its effort to improve transportation in the county.

Of significance is the relocation of the Planning Group's Offices to the County Courthouse. Also, Planner, Patricia Booth, has received her certification as a member of the American Institute of Certified Planners, (AICP).

The most important undertaking of the Planning Commission for the remainder of the year will be completing the reworking of the draft Subdivision Ordinance and implementing the Subdivision Ordinance, if the County Commission determines to move forward with adoption and finalizing the revised zoning ordinance. This will also include incorporating the new GIS data in revising the zoning map. Additional planning efforts will include exploring the possibility of designating an additional planning district.

MONONGALIA COUNTY PLANNING COMMISSION

President Kyle Haugh	Bader Giggenbach
County Commissioner Ed Hawkins	Allen Colebank
Nancy Jamison	Joe Panico
Vince Putkowski	Michael Mills
Matthew Ridgway	Barton Loar
Rick Colebank	

Exofficio: Robert Andriotto, County Surveyor

WEST RUN PLANNING DISTRICT BOARD OF ZONING APPEALS

Eric Powell, Chairperson	Bill Rice, Vice Chairperson
Steve Morris	Kent Pauley
(Currently Vacant)	

FY 2017 Budget	
Department: Planning Commission	Account No.
439	
DESCRIPTION	APPROVED 2017-2018
PERSONNEL SERVICES	
01 Official's Salary	
02 Official's Salary Supplement	
03 Salaries/Wages-All Emps.	\$122,745.00
04 FICA	\$7,825.00
04 MEDICARE	\$1,831.00
05 Group Insurance	\$21,000.00
06 Retirement	\$13,888.00
08 Overtime/Extra Help	\$3,505.00
TOTAL PERSONNEL SERVICES	\$170,797.00
CONTRACTUAL SERVICES	
11 Telephone	\$500.00
12 Printing	\$1,000.00
13 Utilities	
14 Travel	\$2,500.00
15 Maintenance - Buildings	
16 Maintenance - Equipment	\$800.00
17 Maintenance - Auto	
18 Postage	\$500.00
19 Building/Equipment Rent	\$5,500.00
20 Legal Publications	\$1,500.00
21 Training/Education	\$4,000.00
22 Dues/Subscriptions	\$2,000.00
23 Professional Services	\$3,000.00
24 Audit Costs	
26 Insurance and Bonds	
30 Contracted Services	\$18,000.00
35 Remit Fees Collected	
36 Erroneous Payments	
TOTAL CONTRACTUAL SERVICES	\$39,300.00
COMMODITIES	
41 Supplies and Materials	\$3,000.00
42 Record Books	
43 Auto Supplies	
44 Food/Drugs - Feeding Prisoners	
45 Uniform Purchases	
46 Purchases for Resale	
50 Computer Indexing	
TOTAL COMMODITIES	\$3,000.00

CAPITAL OUTLAY	
58 Buildings	
59 Equipment	\$3,000.00
TOTAL CAPITAL OUTLAY	\$3,000.00
CONTRIBUTIONS	
TOTAL - ALL LINE ITEMS	\$216,097.00



Constructed five story multifamily building approved through a Land Use Permit on 7-6-16



An under construction house approved through a Land Use Permit on 8-29-17



Under construction accessory walkway bridge approved through a Land Use Permit on 12-18-2017